



DEPARTMENT OF BUDGET AND FISCAL SERVICES NOTICE & REQUEST FOR SOLE SOURCE

TO: Chief Procurement Officer

FROM: Department of Transportation Services/Public Transit Division
Department/Division/Agency

Pursuant to HRS §103D-306 and HAR Chapter 3-122, Subchapter 9, the Department requests sole source approval to purchase the following:

1. Description of goods, services, or construction to be procured:
Serve as the transit management services contractor for the City and County of Honolulu in accordance with prudent management and accepted transportation industry standards and best practices. Responsibilities will include providing public transit services and maintaining the equipment and facilities of the City's public transit system, which includes the fixed route service ("TheBus") and Americans with Disabilities Act complementary paratransit service ("TheHandi-Van")...

2. Vendor/Contractor/Service Provider Name:
Oahu Transit Services, Inc. (OTS)

3. Amount of Request:
\$ 3.1 million

4. Term of Contract: (Shall not exceed 12 months), if applicable

From: July 1, 2016

To: June 30, 2021

5. Prior Sole Source Ref No.

Contract No. C53257
(4/1/1997)

6. The good, service, or construction has the following unique features, characteristics, or capabilities:

The sole source contractual relationship between the City and OTS is mandated pursuant to Chapter 13, Article 8, Revised Ordinances of Honolulu (ROH) - copy attached.

7. How the unique features, characteristics, or capabilities of the goods, service or construction are essential for the agency?

All of the personnel involved with the day-to-day direct operations of TheBus and TheHandi-Van are employed by OTS in its capacity as the City's transit management services contractor. The City does not have employees with comparable transit skills and experience and is reliant on this contractual relationship to ensure the continuity of public transit services on Oahu.

8. Describe the efforts and results in determining that this is the only vendor/contractor/service provider who can provide the goods, services, or construction.

Other transit services entities exist across the United States that are capable of providing these services, however, as noted in No. 6 above, the contractual relationship between the City and OTS is mandated pursuant to Chapter, 13, Article 8, Revised Ordinances of Honolulu (ROH)..

REQUEST FOR SOLE SOURCE (Cont.)

Submit in Duplicate

9. Alternate source. Describe the other possible sources for the goods, services, or construction that were investigated but did not meet the agency needs.

Alternatives include direct operation of the transit system by the City, procurement via open competitive bid, or delegation to a quasi-independent authority. DTS would be non-compliant with the mandate set forth in Chapter 13, ROH, if any of these alternatives were to be pursued.

10. Person that will be responsible for managing this procurement:

Department/Division: Department of Transportation
Services/Public Transit Division

Contact Name/Title: Eileen Mark/Mass Transit Administrator

Phone Number:

768-8379

E-mail Address:

emark@honolulu.gov

Department shall ensure adherence to applicable administrative and statutory requirements, including HAR Chapter 3-122, Subchapter 15, Cost or Pricing Data if required.

I certify that to the best of my knowledge, that the information provided above is true, correct, that there is no conflict of interest related to this procurement, and that the goods, services, or construction are available through only one source.

Department Head

Date

10/15/15

Reserved for BFS Use Only

Date Notice Posted: _____

Submit written objections to this notice to issue a sole source contract within seven calendar days or as otherwise allowed from the above posted date to:

Chief Procurement Officer
Department of Budget and Fiscal Services
530 South King Street, Room 115
Honolulu, Hawaii 96813
bfspurchasing@honolulu.gov

Chief Procurement Officer's comments:

☐ APPROVED ☐ DISAPPROVED ☐ NO ACTION REQUIRED

Chief Procurement Officer

Date